

ENVIRONMENTAL CONTROL OFFICER*Class Definition*

Under supervision, enforces the provisions of wastewater discharge permits, ordinances, and applicable rules and regulations to ensure compliance with a variety of local, state, and federal requirements.

Distinguishing Characteristics

Environmental Control Officer is the journey level class in the Environmental Control Officer series. Incumbents monitor the compliance status of the Publicly Owned Treatment Works (POTW), commercial and industrial wastewater dischargers, and users of wastewater by-products such as effluent and sludge. Through the use of permits, compliance monitoring, inspection, and enforcement actions, incumbents ensure that wastewater discharged does not have any adverse effects on the wastewater collection system, collection and treatment system personnel, quality of treatment plant effluent and sludge, and/or the environment. Incumbents are assigned to the Environmental Control Section of the Wastewater Management Division and work with considerable independence in assessing regulatory compliance which requires the application of technical knowledge gained through experience, training, and education. This class is distinguished from Supervising Environmental Control Officer in that the latter is the first-line supervisory level. This class is distinguished from Industrial Waste Inspector in that the incumbents of the latter class are primarily responsible for sample collection and field monitoring.

Typical Tasks

(An incumbent may not be assigned all duties listed, nor do the examples cover all duties which may be assigned.)

Inspects industrial, commercial, and public facilities that are connected to the regional wastewater system.

Reviews and evaluates discharge applications; prepares wastewater discharge permits.

Performs field sampling duties to obtain representative samples for laboratory analyses.

Performs field tests on wastewater to determine general effects on the regional wastewater system.

Inspects and makes recommendations for the operation and maintenance of sand and grease traps, drains, and other pretreatment equipment used in the control and disposal of commercial and industrial wastewater.

Advises commercial and industrial users on the installation of wastewater control devices.

Determines sewer service charges.

Reviews and summarizes data (laboratory, flow, etc.) to ensure Wastewater Management Division's compliance with applicable regulations.

Performs environmental studies relative to the objectives of the Wastewater Management Division.

Assists in the preparation of documents and reports for submittal to federal, state, and local agencies as required.

Maintains records of inspection activities and prepares related reports.

Checks plans, blueprints and commercial and industrial wastewater pretreatment and disposal facilities to determine compliance with wastewater discharge regulations.

Performs related duties as required.

Knowledge, Abilities and Skills

Considerable knowledge of the provisions of federal, state, and local codes and related regulations influencing activities of the POTW.

Considerable knowledge of the characteristics of commercial and industrial wastewater and the methods of detecting industrial waste components in wastewater.

Considerable knowledge of sample collection and preservation, chain of custody, testing methods, and the toxic constituents common to commercial and industrial wastewater, groundwater, surface water, air and sludge.

Considerable knowledge of inspection methods of commercial and industrial facilities.

Knowledge of installation and the methods of operating and maintaining equipment used for the pretreatment and control of industrial waste prior to its discharge into the wastewater collection system.

Knowledge of flow measurement and related equipment, including characteristics and types of weirs and flumes.

Ability to read and interpret blueprints and mechanical construction and piping schematics.

Ability to communicate the objectives of the industrial waste pretreatment program to representatives of commercial and industrial firms, orally and in writing.

Ability to deal tactfully and effectively with the public, representatives of industrial and commercial firms, and co-workers.

Ability to maintain accurate records and prepare clear and concise reports.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelor*s Degree in chemistry, environmental science, biology, chemical engineering, or closely related field; and one year of experience equivalent to that gained as an Industrial Waste Inspector with the City of Fresno or two years in the water quality control field. California Water Pollution Control Association (CWPCA) Grade III Industrial waste Inspector certification may be substituted for two years of the required education or the required experience.

Necessary Special Requirements

Valid California Water Pollution Control Association (CWPCA) Grade II Industrial Waste Inspector certification is desirable.

Possession of a valid California Driver*s License at time of appointment.

APPROVED: _____

Director of Personnel

DATE: _____

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